

**SUMMARY OF MINUTES**  
Aviation Advisory Board Meeting  
**November 20, 2014**

**1. Call to Order**

With a quorum of the Board Members present, Chairman, Michael Ward called the meeting of the Aviation Advisory Board to order at 4:00 p.m., Thursday, November 20, 2014, at Fort Worth Meacham Airport, 3951 Lincoln Avenue, Fort Worth, Texas 76102.

<b>BOARD MEMBER</b>	<b>DISTRICT</b>	<b>PRESENT/ ABSENT</b>
Michael Ward, Chairman	7	P
Erik Brown, Vice Chairman	6	P
Jeff Law	1	A
Michael D. Valdez	2	P
William Lawson	3	P
Alex Jimenez	4	P
Michael Dean	5	P
Ericka Calton	8	P
Patricia Randle	9	P
<b>CITY STAFF</b>		
Bill Welstead, Aviation Director		
James Burris, Administrative Services Manager		
Jeff Kloska, Meacham Airport Manager		
Aaron Barth, Spinks Airport Manager		
Charlene Sanders, Assistant City Attorney		
Anne-Marie Stowe, Board Liaison		
Serge Walczak, Airport Supervisor		

**2. Consideration of the Minutes for the October 16, 2014 regular meeting**

**Motion:** Michael Dean

**Second:** Michael Valdez

**Approved**

**3. Action Items**

1101      Authorize an Engineering Services Agreement in an Amount up to \$103,950.00 with KSA Engineers Inc., for the Design, Bidding and Construction Phase Services for Ten Corporate Box Hangars at Fort Worth Spinks Airport.

**Motion:** Alex Jimenez

**Second:** William Lawson

**Unanimously Approved**

1102      Authorize Execution of a Ground Lease Agreement with Mandatory Improvements with FWS Realty, Ltd., for 63,299 Square Feet of Ground Space Known as Lease Site NW-1, a Right of First Refusal on 14,127 Square Feet of Ground Space Known as Option D and a Construction Loan Agreement and Advance Promissory Note in the Amount of \$900,000.00 at Fort Worth Spinks Airport.

**Motion:** Michael Dean

**Second:** Alex Jimenez

**Unanimously Approved**

#### **4. Items for Discussion**

- 1. Runway 9/27 Closure (Meacham):** Jeff Kloska gave a presentation and provided responses to questions regarding the status of Runway 9/27. Discussed the following:
  - Current condition of the runway
  - Operational impact of the runway closure
  - Historical master plan regarding the runway
  - Denial of funding from the FAA/TxDOT for runway repairs
  - Crosswind designation for Fort Worth Meacham Airport
  - Runway crossing point incursions
  - Opportunity for future economic development of the property and 150 or more of additional based aircraft
  - Increased hangar space, revenue, and jobs, based on the type of business
  - Will move forward with a new Capital Improvement Plan (CIP)
- 2. FAA Optimization of Airspace (Airport System):** Greg Juro (Federal Aviation Administration) gave a presentation and provided responses to questions regarding recent airspace and procedural change made in the Dallas/Fort Worth Metropolitan area.

#### **5. Announcements**

None

#### **6. Staff Reports**

##### **Meacham Airport – Jeff Kloska**

- Meacham Airport has been recognized for the Smart Moves Award from the Fort Worth Business Press. This is an award given to businesses that have moved in or expanded in Tarrant County.
- Recognized Meacham Airport tenant Rich Aviation for winning the Fort Worth Business Plan Award from the Fort Worth Business Press.
- Staff is in the process of selecting a contractor for the renovation of the terminal building.

##### **Spinks Airport – Aaron Barth**

- The North Perimeter Road project is underway.
- The Airport monument sign is up with some landscaping still to be completed.
- Alsbury Road is complete.
- Mr. Barth reported an increase in operations.
- There will be a change in ownership of Jet Mall.
- The Civil Air Patrol has been relocated and the building has been demolished. Staff is completing the negotiation of leases with a new developer to re-develop the area.

##### **Alliance Airport – Christian Childs**

- The Taxiway A Edge Lighting project is complete.
- The 2014 Bell Helicopter Alliance Air Show was held with double the attendance of the 2013 show.

- NASCAR races were held with a strong turnout which created additional operations for the airport.
- Construction of the Runway Extension project is scheduled to begin in the third quarter of 2015, with 95% of design drawings due in the next couple of weeks.

7. **Citizens Presentations**

John J. Janovetz thanked staff for all their efforts to save the crosswind Runway 9/27. He inquired about the possibility of keeping the existing runway with Taxiways C and D, from Taxiway A to the west, for emergency type situations.

8. **Request for Future Agenda Items.**

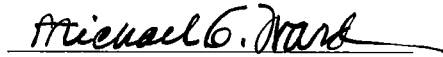
None

9. **Adjournment**

With no further presentations or discussions, Chairman Ward adjourned the regular meeting of the Aviation Advisory Board Meeting at 5:28p.m., Thursday, November 20, 2014.

**Minutes Approved By:**

  
William Welstead  
Director of Aviation

  
Michael C. Ward  
Chairman